

## **HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO ADMISSIONS POLICY FOR DE-CONCENTRATION**

The PHA's plan is designed to provide for de-concentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA's de-concentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its de-concentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be re-designated as a higher or lower income project.

### **De-concentration and Income-Mixing Goals**

The PHA's de-concentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit higher income families to lower income developments, and lower income families to higher income developments.

If a unit becomes available at a lower income development, and there is no higher income family on the waiting list or no higher income family accepts the offer, then the unit will be offered to the next family regardless of income.

If a unit becomes available at a higher income development, and there is no lower income family on the waiting list or no lower income family accepts the offer, then the unit will be offered to the next family regardless of income.

### **Project Designation Methodology**

The PHA will determine and compare tenant incomes at all general occupancy developments.

Upon analyzing its findings the PHA will apply the policies, measures and incentives listed herein to bring higher income families into lower income developments and lower income families into higher income developments.

The PHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Skipping of families for de-concentration purposes will be applied uniformly to all families.

When a unit becomes available at a lower income development, the unit will be offered to a higher income family. When a unit becomes available at a higher income development, the unit will be offered to a lower income family.

### **De-concentration Methodology**

The PHA will admit lower income families to higher income developments and admit higher income families to lower income developments using the following steps:

**Step 1:** The PHA will annually determine the average income of all families residing in all of its general occupancy (family) developments (including families residing in developments approved for demolition or conversion to tenant-based assistance and families residing in public housing units in mixed-finance developments).

**Step 2:** The PHA will annually determine the average income of all families residing in each building of each general occupancy development.

**Step 3:** The PHA will annually characterize each building of each general occupancy development as higher income or lower income based on whether the average income in the building is above or below the overall average.

**Step 4:** The PHA will determine which families on the waiting list have incomes higher than the PHA-wide average and designate these families "higher income families," and which have incomes lower than the PHA-wide average and designate these families "lower income families."

**Step 5:** When a unit becomes available in a higher income building, the PHA shall skip families on the waiting list if necessary to reach a lower income family to whom it will offer the unit. When a unit becomes available in a lower income building, the PHA shall skip families on the waiting list if necessary to reach a higher income family to whom it will offer the unit.

If the waiting list does not contain a family in the income category to whom the unit is to be offered, the PHA shall offer the unit to a family in the other income category.

### **Definition of Building for Purposes of De-concentration**

For purposes of de-concentration, a "building" is one or more contiguous structures containing at least 8 public housing units.

For scattered site and small developments, if a development contains no structures that qualify as a building, the de-concentration requirement is applied to the entire development as if the development were a building.

For mixed-finance developments and units newly added to the PHA's public housing stock, the de-concentration requirement is:

For the initial lease-up of vacant public housing units, the average income for the public housing units in each building must not exceed the PHA's average overall income.

After the initial lease-up, the leasing of public housing units is covered by the de-concentration steps listed above.

If the PHA has provided the family that resided in public housing on the site of a mixed-finance or other development the right to return to that development after revitalization, the de-concentration policy does not preclude fulfilling that commitment.

A family has the sole discretion whether to accept an offer of a unit made under the de-concentration policy.

The PHA will not take any adverse action toward any eligible family for choosing not to accept an offer of a unit.

The PHA will uniformly limit the number of offers received by applicants, described in this chapter.

Nothing in the de-concentration plan relieves the PHA of the obligation to meet the income targeting requirements

### **PHA Incentives for Higher Income Families**

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA will offer the following incentives for higher income families moving into lower income projects:

PHA will waive the security deposit.

PHA will pay for the installation of cable television.

PHA will pay for the installation of telephone service.

PHA will pay for utilities hookup.

PHA will approve a transfer request to another site of the family's preference after two years of occupancy, such transfers will be based on date order of similar requests received.

### **PROMOTION OF INTEGRATION**

Beyond the basic requirement of nondiscrimination, the PHA will affirmatively further fair housing to reduce racial and national origin concentrations.

The PHA will not require any specific income or racial quotas for any development or developments.

A PHA will not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations.

### **HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO PUBLIC HOUSING DECONCENTRATION ANALYSIS**

Public Housing Developments in the PHA jurisdiction:

Melrose Manor	Covered Development
Dorothy St. Manor	Covered Development
L Street Manor	Covered Development
Towncenter Manor	Not Covered

Step 1 – The Housing Authority of the County of San Diego has determined the average income for ***all*** families residing in ***all*** the PHA's covered developments.

$$\$66,265.46 = \$22,088.49$$

Step 2 – The Housing Authority has determined the average income of all families residing in ***each*** of the PHA's covered developments excluding manager's apartments.

Average Income of all covered developments

*Melrose Manor	\$19,745.91	
Dorothy St. Manor	22,963.95	
L. Street Manor	23,555.60	
		\$66,265.46 Total

Step 3 – The Housing Authority has determined its Established Income Range as 85 % to 115% (inclusive of 85% and 115%) of the PHA wide average income for covered developments as listed in Step 1 as:

85%	-	\$18,775.21
115%	-	\$25,401.76

Step 4 – The PHA has determined that all developments fall within the Established Income Range for the PHA.

Step 5 – The PHA does not intend to change its incentive plan because all covered developments have acceptable ranges of income-levels.